GRAPHICAL ELEMENTS

Netscape window

This section on graphical elements describes what you see in the Netscape window. Most of the tools and text fields that help you to navigate the Internet are visible, though you have the option of hiding some tools in order to give more space on the screen to the content area.

On the page describing point and click navigation, you'll find a description of each type of graphical element: colors/underlining, status indicator, progress bar, toolbar buttons, content/text fields, window controls, and menus. Subsequent pages go into more detail on how toolbar buttons, text/content fields, and window controls work. An entire section of pages is devoted to menu items, including those that let you set important options and preferences effecting the look, performance, and functionality of the Netscape window.

You can open multiple Netscape windows to view multiple pages of information. The title bar of the window shows the title of currently loaded page.

Point and click navigation

- **Colors and underlining**
  Colors and/or underlining highlight words in the content area of a page that are links for bringing new pages to your screen. Click on the highlighted text to initiate the transfer. Only underlining is used to highlight links on black and white monitors. When you select text in a field, the selection is highlighted (by default, in a different color than the colors used for links).
- **Menus**
  Pull-down and pop-up menu items offer a diverse set of tools for using Netscape. You'll find these tools explained in detail in the handbook section on menu items.
- **Status indicator and Progress bar**
  The status indicator (the company logo) animates when a transfer is in progress. The progress bar animates to show the progress of the current operation. The bar shows the percentage done of document layout as a page loads and the percentage of kilobytes loaded as an external image

loads.

- **Toolbar buttons**
  Toolbar buttons activate Netscape features you'll most commonly use. Click on the buttons to revisit pages, reload pages, load images, open locations, print pages, find text, and stop transfers in progress. You can choose to have the buttons displayed as pictures, text, or both by setting the panel item in **Options/Preferences/Images**.
- **Directory buttons**
  Directory buttons bring pages whose information helps you browse the Internet. Click on the buttons to find out what's new and cool, read the handbook, use Internet search and directory tools, and participate in newsgroups. Newsgroup buttons help you explore and participate in Usenet news, an Internet bulletin board.
- **Content area and text fields**
  The content area displays a page. Text can be selected and copied. The location field lets you enter the location (URL) of a page you wish to bring to screen. The status message field and title bar text are read-only.
- **Security information**
  The security indicator below the content area shows if a document is secure (doorkey icon on blue) or insecure (broken doorkey icon on gray). The secure doorkey icon is displayed with two teeth for high-grade encryption and one tooth for medium-grade. A blue colorbar above the content area indicates a secure document. A gray colorbar indicates an insecure document. Mixed documents, with insecure information omitted, are displayed as secure.
- **Window controls**
  The Netscape window has a close box, zoom box, resize box, scroll bars, and commands that allow you to copy text.

Content area and text fields

- **Window title**
  The title bar of the page window contains the title of the page.
- **Netsite/Location/Go to**
  The location field shows you the location of the current page and can be used to enter the location (the URL address) of the page you wish to go to next. The label of the location field reads **Netsite** after you bring a page from a Netsite server or **Location** after you bring a page from a non-Netsite server. The label changes to **Go to** if you enter text into the field. Pressing the return key brings the page specified in the **Go to** field and changes the label back to **Netsite** or **Location**.
- **Content area**
  The content area contains the current page brought by the most recently requested link. Vertical and horizontal scroll bars may be present to view pages larger than the screen area. The content area displays HTML-formatted pages that often include inline images stored in the **gif** and **jpeg** graphic file formats. Other file formats represented by links in the content area (for example, a sound file) can be accessed using external helper applications.
- **Status message**
  The status message area contains text describing a page's location or the progress of a connection to a page. When the cursor is positioned over highlighted words (or an image) serving as a link to a page, the status message field shows the URL that will be used to bring the page to the screen. When the **Auto Load Image** option is unchecked and the cursor points over an image, the status

message shows the alternate text for the image and, if the image is a link, the URL. When the cursor points over an image with active areas, the status messages shows the description for the active area. During connections, the status message field reports progress in contacting the URL source, loading pages, and loading inline information.

Security information

A document has one of three security states: secure, insecure, or mixed. The security indicator, located at the screen's bottom-left, is a doorkey on blue for secure documents and a broken doorkey on gray for insecure documents. The secure doorkey icon varies slightly depending on the grade of encryption: the doorkey has two teeth for high-grade and one tooth for medium-grade. The colorbar over the content area is blue for secure and gray for insecure. A mixed document, with insecure information omitted, is shown as secure.

A URL beginning with **https://** shows that the document came from a secure server. To connect to an HTTP server that offers security, insert the letter "s" so that the URL begins with **https://**. Use **http://** otherwise. Chose the **File/Document Information** menu item for security details.

A secure document can only have inline information from secure sources. The insecure information on a mixed security document is replaced by a mixed security icon. Bringing a mixed security document to screen produces a notification dialog.

If a form appears on a secure page that has an insecure submit process, a notification dialog always appears. The warning states that although the document is secure, the submission you are about to make is insecure and could be compromised by a third party. If you are sending passwords, credit cards numbers, or other information you would like to keep private, it would be safer for you to cancel the submission.

If an insecure document contains secure information (either inline or as part of a form), no special action is taken. The document is considered insecure. This includes insecure forms with secure submission processes.

Several notification dialog boxes inform you about the security status of documents. You can choose whether or not to receive these dialogs by setting the panel items in **Options/Preferences/Security** (or by unchecking a dialog's **Show this Alert Next Time** box).

Notification dialog boxes

- When entering a secure document space, you are notified the secure document is encrypted when transferred to you and any information you send back is also encrypted.
- When leaving a secure document space, you are notified the insecure document could be observed by a third party when transferred to you and any information you send back could also be read by a third party.
- When viewing a document with a mix of secure and insecure information, you are notified the secure document that you just loaded contained some insecure information that will not be shown.
- When you submit a form using any insecure submit process, you are notified the submission

process you are about to use is insecure. This means that the information you are sending could be compromised by a third party.
- You will always be notified if the document was expected to be a secure document but is actually an insecure document (the document location has been redirected to an insecure document). This means that a third party could observe the document you are about to bring.

Window controls

- **Close box**
  Click in the close box to close the page window. On Windows and UNIX, closing the last window exits the Netscape application.
- **Zoom box**
  Click in the zoom box to toggle the size of the page window to one of two sizes: the full size of the screen or, if already full size, the previous size of the window.
- **Resize box**
  Hold down the mouse button in the resize box and drag to resize the window to any size.
- **Scroll bars**
  Scroll with either the vertical or horizontal scroll bars to see different portions of a page's content area.
- **Copying text**
  Hold down the mouse button in the content area and drag to select portions of text. Then select **File/Copy** to copy to the clipboard. Alternatively, you can select text by clicking once in the content area to position the selection marker (a horizontal bar), then hold down the shift key and click a second time with the cursor pointing to another position. The text between the selection marker and the cursor position will be selected.

Toolbar buttons

- **Back**
  Brings the previous page in the history list. A history list is a reference to a hierarchy of pages you have viewed.
- **Forward**
  Brings the next page in the history list. If you have used **Back** or a history menu item to bring back page B, then **Forward** brings the page ahead of B in the history list. The **Forward** command is only offered after using **Back** or a history item.
- **Home**
  Brings the Netscape home page to the screen.
- **Reload**
  Brings a fresh copy of the current Netscape page to replace the one originally loaded. The reloaded page reflects any changes made to the source page from the time of the original loading.
- **Images**
  Loads images into pages. Useful when the **Options/Auto Load Images** menu item is unchecked and icons are representing images.
- **Open**

Lets you enter a Uniform Resource Locator (URL) to bring the specified page into the content area. Every page has a unique URL that identifies its protocol, server, and file pathname.

- **Print**
  Prints the content area of the current Netscape page. A dialog box lets you select printing characteristics.
- **Find**
  Produces a Find dialog box that lets you specify a word or phrase to locate within the current Netscape page. You can specify the case sensitivity and direction of a search. If a match is found, the text is selected and displayed.
- **Stop**
  Halts any ongoing transfer of page information.

Directory buttons

- **What's New?** (Same as **Directory/What's New?** item)
  Information describing what's new on the Internet.
- **What's Cool?** (Same as **Directory/What's Cool?** item)
  Information describing what's cool on the Internet.
- **Handbook** (Same as **Help/Handbook** item)
  The online manual for Netscape Navigator.
- **Net Search** (Same as **Directory/Internet Search** item)
  A directory of Internet search engines.
- **Net Directory** (Same as **Directory/Internet Directory** item)
- **Newsgroups** (Same as **Directory/Go to Newsgroups** item)
  Information to help you learn about and access newsgroups.

Newsgroup list buttons

Netscape software presents each newsgroup page with a row of buttons at the top of each page (and repeated at the bottom of each page) for navigating and participating in newsgroup discussions. Pages that list articles have a different set of buttons than pages that display a particular article.

- **Post Article**
  Produces the **Send Mail/Post News** dialog box for you to enter and send your article. Enter the content of the article in the message field and a short summary of the article (to serve as a title and link text) in the **Subject** field. The **Post Newsgroup** field shows the name of the newsgroup to receive your posting (automatically filled in with newsgroup name you were viewing). After filling in the fields of the form, press the **Send** button to post the article to the newsgroup.
- **Catchup All Articles**
  Marks all articles as having been viewed.
- **Show New Articles/Show All Articles**
  If you're viewing all articles, the **Show New Articles** button limits the display to only articles marked as unread. If you're viewing only articles marked as unread, the **Show All Articles** button displays both read and unread articles.

- **Subscribe/Unsubscribe**
  When you subscribe to a newsgroup, the name and location of the newsgroup is added to the News RC file (a list maintained by Netscape). If you are currently unsubscribed to the newsgroup, a **Subscribe** button is offered that begins your subscription. If you are currently subscribed, an **Unsubscribe** button is offered that terminates your subscription. Pressing either button changes your subscription status and produces a form that allows you to subscribe or unsubscribe from additional newsgroups. The form displays the names of any newsgroups you are currently subscribed to and, next to each newsgroup name, a check box. Each newsgroup name is a link to the newsgroup. To terminate your subscription from any of the displayed newsgroups, click in the check box then press the **Unsubscribe from selected newsgroups** button. To begin a subscription to a new newsgroup, enter a newsgroup name in the **Subscribe to** field and press the return key. Check the **View all newsgroups** button to bring a page listing all available newsgroups.
- **Go to Newsgroups**
  Produces a form that offers the same choices as the **Subscribe** or **Unsubscribe** button (without changing your subscription status to the current newsgroup). You can click on the name of any listed newsgroup (each one is a link) to bring the newsgroup page.

Newsgroup article buttons

Buttons and links on the newsgroup article page let you navigate among a newsgroup's articles and respond to a particular article.

- **Left arrow**
  Brings the previous article in the thread.
- **Right arrow**
  Brings the next article in the thread.
- **Up arrow**
  Brings the first article in the thread of the previous topic.
- **Down arrow Catchup Thread**
  Marks the thread as having been viewed.
- **Go To Newsgroup**
  Brings the newsgroup list page.
- **Go To Newsgroups**
  Produces the Subscribe/Unsubscribe form that displays your current newsgroup subscriptions. You can click on the name of any listed newsgroup (each one is a link) to bring the newsgroup page.
- **Post Followup**
  Produces the **Send Mail/Post News** dialog box for you to enter and send your article as a response to the current article in the thread. The message field shows the text of the current article, each line preceded by an angle bracket (<). You should delete all lines not directly pertaining to your response (to avoid needless repetition), then enter your own text (positioned to most effectively convey your response). Judicious use of bracketed text can add coherency to the thread. The **Subject** field is filled in with the current page title, though you can enter any short summary of your response. The **Post Newsgroup** field shows the name of the newsgroup to receive your posting (automatically filled in with newsgroup name you were viewing). After filling in the fields of the dialog, press the **Send** button to post the response to the newsgroup.

- **Post and Reply**
  Produces the **Send Mail/Post News** dialog box for you to post a followup while concurrently sending a private e-mail message to the article's author.
- **(reply to sender link)**
  To send a private e-mail message to the article's author without posting to the newsgroup, click on the name in the **From** field of the article heading. This **mailto** link produces the **Send Mail/Post News** dialog box with the author's address filled in. This type of response goes only to the author and does not add to the newsgroup thread.

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